

WAKEFIELD HIGH SCHOOL

Bell Schedule

1968-1969 (rev. 8/9/66)

REGULAR SCHEDULE

7:50	Building open to students
8:00 - 8:53	First period
8:58 - 9:08	Homeroom
9:13 - 10:05	Second period
10:10 - 11:02	Third period
11:07 - 12:35	Fourth period (Lunch as detailed below)
12:40 - 1:32	Fifth period
1:37 - 2:30	Sixth period

Lunch period is determined by the location (room number) of your fourth period class.

	Lunch Schedule	Fourth Period Class
Lunch #1	11:07 - 11:35	11:39 - 12:35
Lunch #2	11:37 - 12:05	(11:07 - 11:37)(12:09 - 12:35)
Lunch #3	12:07 - 12:35	11:07 - 12:07

ASSEMBLY SCHEDULE

7:50	Building open to students
8:00 - 8:43	First period
8:48 - 8:58	Homeroom
9:03 - 9:48	Assembly
9:53 - 10:35	Second period
10:40 - 11:22	Third period
11:27 - 12:55	Fourth period (Lunch as detailed below)
1:00 - 1:43	Fifth period
1:48 - 2:30	Sixth period

	Lunch Schedule	Fourth Period Class
Lunch #1	11:27 - 11:55	11:59 - 12:55
Lunch #2	11:57 - 12:25	(11:27 - 11:57)(12:29 - 12:55)
Lunch #3	12:27 - 12:55	11:27 - 12:27

Wakefield High School



Student Handbook

Published by

The S. C. A.

SEPTEMBER, 1968

WAKEFIELD HIGH SCHOOL

4901 South Chesterfield Road

Arlington, Virginia 22206

671-8800

NAME _____

ADDRESS _____

PHONE _____

SECTION NO. _____

The Student Assembly wishes to thank all students and faculty members who worked on the Handbook for their cooperation and assistance.

FIGHT SONG

Wakefield your Warriors
Will ever be true.
For you we'll fight
And spread your glory, too!
Fight! Fight! Fight!
Come, let us sing out
The Wakefield battle cry—
With thunderclubs and tomahawks,
We'll make your name and spread your fame—
Wakefield—we're all for you!

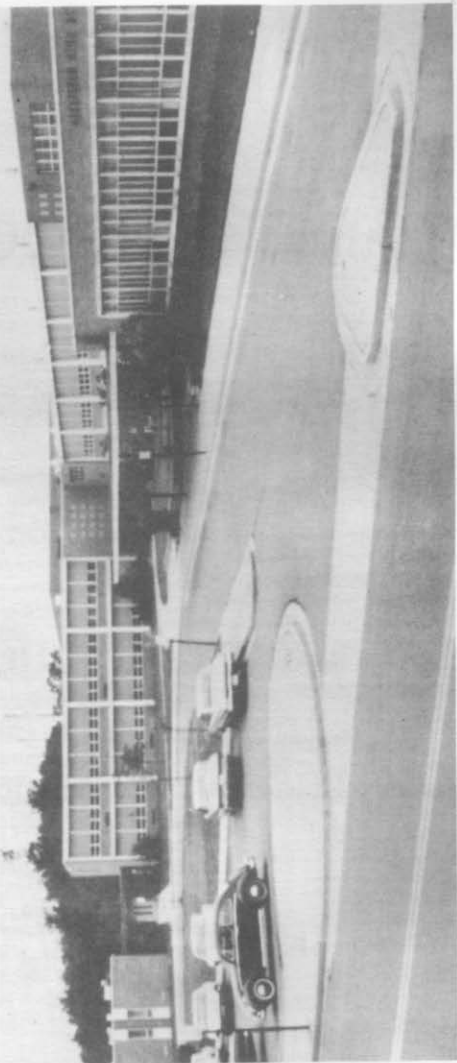
STUDENT HANDBOOK



WAKEFIELD HIGH SCHOOL

Sponsored by the
Student Cooperative Association

September, 1968



WAKEFIELD HIGH SCHOOL

4901 SOUTH CHESTERFIELD ROAD • ARLINGTON, VIRGINIA 22206

671-8800

3 September 1968

To the Students of Wakefield High School:

As a member of the student body of Wakefield High School you are an important part of the largest, most complex, most highly diverse group of students attending any school in Arlington. Yet, you as just one individual among 2500 students can determine, to a large degree, the success or failure this year of the entire school operation. You hold the key in your attitude toward yourself, your fellow students and toward your school. If you think only of yourself and the immediate gratification of your desires of the moment, you will be condemning yourself to a year of frustration, and you will be forcing failure upon a school with a long-standing heritage of success.

I encourage you to become involved - involved in as many school activities as you can handle. Add to your own stature by both taking and by giving. Take from Wakefield all the meaningful experiences possible, but give in return your enthusiasm and your loyalty. No school can ask less, nor give more.

I look forward to meeting each of you, so please do not hesitate to introduce yourself to me. Unfortunately, I do not have the capacity to remember 2500 names, but be assured that this failure does not indicate a lack of interest in you, or in your ideas. I shall be pleased to discuss with you any concern which you might have; and I welcome your thoughtful suggestions.

Please accept my best wishes for a successful school year.

Sincerely,

Thomas J. Cabelus, Jr.
Principal

Student Cooperative Association

Wakefield High School
Arlington, Virginia

September 3, 1968

To the students of Wakefield High School:

The Assembly of the Student Cooperative Association extends to you its heartiest welcome as you return to Wakefield or enter for the first time. We have prepared this handbook for you. We urge you to read this handbook since it contains information that you may need to refer to throughout the year.

Your S.C.A. is one of the finest organizations in the Northern Virginia area and far ahead of many S.C.A.'s in Virginia. Wakefield has continually supplied the community with new ideas. And we are admired throughout the state for our accomplishments in scholastic, athletic, and student government areas.

Your Assembly has been busy during the summer months preparing various activities which we hope will make your year more enjoyable. We ask for your cooperation and participation in our activities to make them successful. Throughout the year your S.C.A. Assembly will continually need your support to achieve those goals which you feel are most important to you. With your support this will be the most successful and memorable year in the history of Wakefield.

Sincerely,

George Kazepis
George T. Kazepis
S.C.A. President



STUDENT ASSEMBLY OFFICERS

President	George Kazepis
Vice President	Eddie Choate
Secretary	Yvette Harps
Treasurer	Lee Hearn
Secretary of Clubs	Andy Joosten
Secretary of Publicity	Mark Macekura
Secretary of Records	Ray Whiting
Secretary of Spirit	Adrian Burns

Senior Representatives

Connie Cain
Carl Hemenway
John Janes
John Meade
Doug Henderson
Ken Stewart
Jim Detorie
Mary Hatchl
Carol Burnett
Patti Roberts
Dave Nolan
Rochelle Jones
Cherie Stephens
Betsi Clarke

Junior Representatives

Erik Floyd
Mike Glass
Ivar Johnson
Jim Schillinger
Tom Burt
Barbara Davis
Jeff Munson
Louis Raiford
Grace Williams
Bob Morris
Harry Latto
Frank Morales
Mike Burke
Suzanne Brown

ALMA MATER

Oh hear our song, oh Wakefield,
Our voices sing your praise.
In honor and in fellowship
Your cause we'll ever raise.
So with this spirit let us keep
Your mem'ry near and dear,
To aid us in the years to come,
The knowledge we may reap.

HISTORY

Wakefield High School, named after George Washington's birthplace in Westmoreland County, Virginia, first opened in 1953. Wakefield became an accredited high school in 1956. Enrollment has grown from 1,500 in 1953 to an estimated 2,500 which is the largest in the county. There are about 150 members in the faculty and administrative staff. In 1964, Mr. Jacob L. Johnson became the principal of Wakefield, replacing Dr. Wilson, who had served for eleven years.

In the fall of 1964, a new wing was added to the school to accommodate added enrollment. Dr. Henry Renz became the third principal of Wakefield High School, succeeding Mr. Johnson on July 1, 1965.

On July 1, 1968, Mr. Thomas J. Cabelus, Jr., became the fourth principal of Wakefield.

Wakefield's well-rounded athletic program and outstanding scholastic performance have established its excellent reputation.

SCHOOL DAY

The school day will begin for students at 8:00 and continue until 2:30. Buses will begin picking up students at 7:20.

Buses will remain for ten minutes after the closing of school before departing. All students are urged to plan their afternoon activities so that they may be ready to depart on schedule. Late buses will provide transportation for students remaining after the close of school for intramurals, clubs, etc. These buses will leave at 4:00 from the cafeteria entrance.

Students not remaining for intramurals, clubs, or for other official reasons are to depart on the regular bus. No students will remain in the building after the late bus departs unless working with a teacher or with a teacher's written permission for the particular day concerned.

STUDENT ACTIVITIES

Wakefield High School offers a wide variety of activities to its students in addition to the regular school courses. All students should attempt to participate in some way in these activities. Each should choose the activities in which he believes he can contribute most; each should limit the number of activities so that he can effectively participate in those selected.

REQUIREMENTS FOR PROMOTION TO SENIOR HIGH SCHOOL AND GRADUATION FROM SENIOR HIGH SCHOOL

Starting with school year 1966-67, 24 units will be required for graduation. The units of credit listed below must be included. In addition, three and one-half units of credit will be required for health and physical education courses in grades eight through twelve. Ten units (including one and one-half units in health and physical education) must be earned in junior high school. Fourteen units (including two units of health and physical education) must be earned in senior high school.

English	5 units
Mathematics	2 units
Laboratory science	2 units
World History and/or Geography	1 unit
Virginia & U.S. History	1 unit
Virginia & U.S. Government	1 unit
Additional units selected from a specific program	4 units
Additional electives	4 units

and, 4 years of Health & Physical Education

Starting with school year 1968-69, 24 units as listed above will be required for graduation, four of which must be earned in health and physical education.

Students transferring from other school systems must spend at least eighteen weeks of their senior year in an Arlington high school in order to receive a diploma from that school.

All pupils in the junior high school must follow the course of study at each grade level as outlined. Pupils completing the eighth and ninth grades must have received ten credits for promotion to senior high school; five of these credits must have been received in the eighth grade, and five in the ninth grade.

A student may move into the twelfth grade at the time when he is planning his last full year of school and is able to include in his program those courses that will meet, by the end of the regular school year, or by the end of summer school, all requirements for graduation.

REPORT CARDS

Report cards are issued every 9 weeks. Advisory notices are sent home between report periods if students do not work up to capacity or if they fall below their usual level of work.

The cards are marked according to the County grading system as follows:

- A—Superior Achievement
- B—Very Good Achievement
- C—Average Achievement
- D—Passing — Below Average Achievement
- E—Failure — Unacceptable Achievement

Grading periods will close during the second week of November, the last week of January, the first week of April, and the second week of June.

Report cards for the first three quarters will be issued approximately one week after the closing date. The last report card containing the fourth quarter and final grades will be mailed to the home.

ATTENDANCE

Absence from school is one of the main factors causing failure of students in their subjects. Good attendance and good attendance procedures are, therefore, very important.

Attendance will be recorded and reported in each homeroom and class.

The roll will be taken in each class immediately following the tardy bell. Period by period the lists of absentees will be checked against homeroom absences for that day. If a student is reported absent from one class when he has been noted present earlier, his home may be contacted.

If an absence is anticipated, it is urged that the student bring the request note from home the day prior to absence. This note should be taken to room 123 before 8:05 in the morning to be approved.

No student is allowed to leave the school during the day without permission from the office. When permission has been granted, the student will sign out at the attendance office. Exceptions to signing out are clinic cases and holders of lunch passes.

Names of students in the clinic will be sent to the attendance office to prevent misunderstanding when a student is reported absent by his class teacher.

Students must remember their excuse notes the day immediately following their absence. The note must be taken to the cafeteria as soon as the student arrives at school. The secretary will issue the admittance card to the student for each teacher's signature.

Failure to bring in a note will result in the admit card being marked truant and a zero will be assigned in each class. If the note is brought in the next day it is the student's responsibility to have the note signed by the secretary in room 123, take it to each of the teachers for their signature and return it to the assistant principal's office at the close of the school day.

There are two important things to remember about attendance:

(1) **Be in school** unless you are sick, or there is a death in your family, or there is an emergency situation beyond your control. Make every effort to have doctor or dental appointments after school hours.

(2) **Be on time.**

TARDINESS

Students are expected to report to school and to class on time. If a student is detained at home, he must bring a note signed by his parent explaining the reason for his tardiness.

A student may be required to serve detention or to have his grade lowered for the day if he has an unexcused tardiness to any class. Repeated tardiness will be referred to the Assistant Principal for action. If a student has a note from a teacher excusing his tardiness, it must be cleared through the attendance secretary before the student goes to class.

WITHDRAWAL OR TRANSFER FROM SCHOOL

When a student desires to withdraw or transfer from school, he must observe the following procedure: 1) he must present a note from his parent or guardian to the secretary of the assistant principals stating the reason for the withdrawal or transfer; 2) he must see that the withdrawal form is signed by the staff members concerned with his school program; 3) he must see that all books and school equipment are returned in good condition and 4) he must return the signed withdrawal form to the secretary, who will give him his transferral card.

TRANSPORTATION

Students who live outside the one and one-half mile radius of the school building will be transported by county school buses free of charge.

Students are expected to maintain their best behavior while in transit to and from school. The bus drivers are in complete charge of the total group, and any disciplinary problems originating on these buses will be directed to the assistant principals' office.

AUTOMOBILES AND PARKING

Student driving is strongly discouraged in that free bus transportation is provided. We recognize, however, that some students must drive in order to meet personal or employment commitments.

Parking in the area of the school is severely limited. The **ONLY** off street space available for student cars is in the lower two-thirds of the Dinwiddie Street lot. No parking is permitted on any grassy area of the school grounds. If a student parks in an unauthorized area it will be necessary for the parent to confer with members of the administrative staff in order to determine that student's future right to park on any school property. Repeated offenses will result in disciplinary action.

All students who drive to school **MUST** register their cars. The signature of the parent is required.

No student car is to be driven during the school day unless the student is officially excused to leave school by the administration. Violation of this regulation will result in suspension from school.

LUNCH PASSES

Any student desiring to go home for lunch may do so by securing from the office of the assistant principal form "Permission to Leave School During the Lunch Period" and having it signed by his parent. When approved by the parent and assistant principal, a lunch pass will be issued. Passes are issued for one year only and must be renewed each September.

The school reserves the right to revoke a lunch pass if the conditions stated on the form are violated.

HALL PASSES

Faculty members will issue hall passes to students when necessary for students to be away from their assigned classes or duties. Hall passes should normally contain the student's name, date and time of issuance, authorized destination, and teacher's signature. Students will not be in the halls during class periods without proper authorization. Only authorized hall passes will be used.

CONDUCT

Wakefield has one basic rule of behavior: students are to conduct themselves as good citizens. This includes regarding the rights and privileges of others, caring for the appearance of the grounds, buildings, and fixtures of the school, and respecting those in authority.

PHYSICAL CONTACT CODE

Holding hands, and putting an arm around the back or shoulders of a member of the opposite sex, is acceptable between classes and during lunch, and before and after school. Activities which are clearly beyond those which are mentioned above will be considered unacceptable.

ADMINISTRATIVE DISCIPLINE POLICY

Referral of a student to the Administration for disciplinary action is a very serious matter and will be dealt with as such.

The sequences below are those generally to be followed. They must be kept flexible and should be altered as circumstances indicate. For example, in cases representing flagrant deviate behavior such as drinking, fighting, etc., the student's parents should be called, the student sent home, and a readmittance conference scheduled. It is expected, however, that most disciplinary actions will follow this sequence.

I. Class Referrals

- A. 1st time - The Assistant Principal and teacher should counsel the student. An "Application to Re-enter Class" procedure can be followed if the problem seems to require this attempt at a solution. The application should be very helpful if the teacher has worked with the student prior to the referral. A copy of the application should be sent home. If the application is not used, a letter to the home should be used to inform the parent of a difficulty which needs to be corrected.
- B. 2nd time - Assistant Principal and teacher should counsel the student. The application to enter class procedure should be used or a parent conference should be scheduled.

II. Attendance Referrals

A. Truancy

1. 1st time - A letter should be sent to the parent requesting their assistance or a conference can be scheduled (whichever seems indicated). The student should be counseled. Detention may be assigned.
2. 2nd time - The student will be suspended and a parent conference held.
3. Additional instances - The student will be suspended pending parent conference. When it becomes clear that previous efforts have not been successful and the student is not profiting from

school attendance, the case will be discussed in a meeting of the Administrative Staff and, as a last resort, a termination agreement will be sought, or court referral will be made.

B. Tardiness, Late Note, Card Not Picked Up, Etc.

1. 1st time - The student should be counseled and an information letter should be sent to parents.
2. 2nd time - The student should be counseled and a call or a letter should be directed to parents requesting assistance.
3. 3rd time - A conference should be held with parents. The student should be counseled and detention assigned.

III. Non-classroom Referrals

A. Smoking*, damage to property, bus behavior, hall behavior, cafeteria behavior, etc.**

* The penalty for smoking is suspension from school.

** Suspension from bus privileges may be used when misbehavior is serious and is endangering the safety of others.

1. 1st time - The student should be counseled and a call or letter should be sent to parents requesting assistance.
2. 2nd time - The student should be suspended from bus service.

DRESS CODE

School dress at Wakefield High School should be planned with consideration for proper fit, cleanliness, and good grooming.

For girls, dresses and skirts should be no shorter than good taste dictates. Girls are not to dress in such casual wear as sun-back dresses, shorts, slacks or jump suits. Culottes, which are **pleated** and give the appearance of a skirt, may be worn. Jump suits and all other types of pants-dresses will be considered casual wear and not acceptable for school. All make-up should be used in moderation.

Boys are not to wear shorts; all shirttails must be tucked in, except those expressly tailored to be worn out.

It is intended that dress for both boys and girls will not detract from the purpose for which Wakefield was established—to provide as good an education as possible for each student who attends.

USE OF SCHOOL FACILITIES

Students wishing to use school facilities after school must obtain written permission from the office. A faculty member must be present at all times when a student group uses school facilities. All requests for facilities must be made at least 48 hours in advance. Requests for special lighting and multiple microphones must be made one week in advance.

SMOKING POLICY

Smoking by students is prohibited on all school properties, including school buildings, grounds, and buses, during the school day.

Any violation by a student of this prohibition will result in suspension as follows:

- a. Three days for the first offense.
- b. Five days for any subsequent offense.
- c. Readmission to school following suspension will be contingent upon a conference by the school officials with the student's parents.

The school grounds include the entire area bounded by the middle of Chesterfield Road, the middle of Dinwiddie Street, the middle of George Mason Drive, and the private property line contiguous with the athletic fields.

AIR RAID—FIRE DRILL

Air raid and fire drills will be held at different times during school days so that emergency conditions are approximated and so that students will receive this training in all class situations. Students should carefully follow instructions given by staff members. Detailed instructions are posted in all classrooms.

POSTER CODE

1. All posters must measure at least 12" in width and 18" in length or a reasonable equivalent. Other sizes may be used, upon specific advance approval of the Secretary of Records.
2. All posters are to be on regular poster paper, shelf paper, art paper, or construction paper. No notebook or typing paper will be accepted.
3. All posters must be written in tempera or water color paints, magic marker, india ink, cut out paper and glue, or colored pencils, if dark. Other materials, such as string or yarn, may be used if neatly applied. No ink, chalk, lead pencil, or crayon will be accepted.

4. All letters should be of a size appropriate for the poster. All letters should be indelible and unable to be smeared. Painted posters must be completely dry.
 5. All stray pencil marks must be erased.
 6. Any cutouts, pictures, and illustrations must be placed neatly and so they cannot fall off.
 7. **ALL SPELLING MUST BE CORRECT.**
 8. All posters must be fastened to the tile portion of the wall with masking tape and on **NO OTHER SURFACE.**
 9. Posters may be up no longer than two weeks.
 10. All posters should express some definite idea, or advertise or illustrate some particular point, such as a fund drive, a sports event, or a dance.
 11. All posters must be neat and an attractive addition to Wakefield.
 12. There will be a limit of 15 posters per club per week, in order to promote better quality and originality in our posters. This number may be changed for a particular club or organization upon an improvement in attractiveness of their posters as judged by the Secretary of Intra-School Publicity and the remainder of the cabinet. A club may apply for an increase in the number of their posters advertising a particular event, such as a dance sponsored by that club, by placing a note expressing their desire in the SCA box addressed to the Secretary of Intra-School Publicity.
 13. Any club violating this code will have its poster privileges suspended for a period of two weeks for the first offense. Further violation will result in indefinite suspension of this privilege.
- Violations shall consist of the following:
1. Failure to remove posters from the wall after two weeks,
 2. Failure to remove approved posters from the approval box,
 3. Using scotch tape or glue to put up posters,
 4. Misplacement of posters.
14. Other specifications may be used upon advance written permission from the Secretary of Records.

During elections, candidates will comply with established regulations governing elections.

LOCKERS

Hall lockers are available to students to permit temporary storage of personal property or school property issued to the student. Locker assignments and combinations are issued by the homeroom teacher. No rental fees are charged.

Periodic locker inspections are held. Each student will be held responsible for any damage that occurs to the locker assigned to him. Damage to lockers should be reported immediately to the office. Under no circumstances should pictures or mirrors be fastened to lockers. No writing or marking will be permitted on lockers.

The security provided by the locker requires the cooperation of the student. **ALWAYS KEEP YOUR LOCKER LOCKED. DO NOT LEAVE MONEY OR OTHER VALUABLES INSIDE** for long periods of time. Use only the locker that is assigned to you. Abuse of the locker regulations may result in denying this privilege to the offending student.

LIBRARY

Wakefield High School Library has over 27,000 volumes and subscribes to over 170 periodicals. There are up-to-date information and vocational files, college catalogs, and maps available for student use.

The library hours are as follows:

7:30 A.M. - 5:30 P.M. Monday through Thursday

7:30 A.M. - 4:00 P.M. Friday

All books, except those on reserve and reference books, may be charged out for a period of two weeks by signing the book card with student's name and homeroom. Books may be renewed. Reserve books may be charged out for use in the library for one period or for overnight use. Reference books are to be used in the library during the day, but may be checked out for overnight use. Periodicals may be charged out for use in the library; some back issues of periodicals circulate on an overnight basis. These materials which circulate over-night may be checked out immediately after 6th period.

Students may "sign-in" to the library with the person at the door in the following ways:

1. By "signing in" with a study hall number.
2. By presenting a pass signed by a teacher.
3. By other prescribed means.

Students may come in to library during the extended hours (those before or after the regular school day) without signing in.

Conduct in the library will conform to the following:

1. There is to be no talking for any reason. This means students may not study together if this involves conversation.
2. A student may not leave the library before the end of the period unless he has come in with a pass on which the teacher has written "return."
3. The only reasons for a student's leaving his seat in the library are to get library materials from the shelves or files, or to ask one of the librarians for help.
4. All library materials not charged out are to be returned to the circulation desk. Do not attempt to return books to the shelves.
5. All library materials taken from the library must be charged out before leaving.

SCHOOL BANK

The school bank is located on the second floor next to room 237 and is open from 7:45 a.m. to 8:00 a.m. The current dividend rate is 4¾%.

Fifty cents will open a student's account and his funds will be insured up to \$15,000. Balances of \$5.00 and over earn a quarterly dividend on March 31, June 30, December 31, and September 30. Funds deposited between the first and tenth of each month will earn dividends for the entire month.

The entire personnel of the Thrift System is bonded, and the facilities for handling accounts include a fireproof walk-in vault and a burglar-proof safe. During the summer months, business transactions may be made at the office of the First Federal Savings and Loan Association, 3108 Columbia Pike.

SCHOOL STORE

The school store, located on the first floor across from the office, is sponsored by a staff member and operated by students. All necessary supplies, such as pencils, paper, and notebooks are available. Such "school spirit" articles as decals, emblem sweat shirts, and pennants are also for sale. Prices of these items have been established to save money for the students, as well as to provide a slight profit for the general fund of the school. The store is open during the regular school day and for a short period before school.

LOST AND FOUND

A lost and found is maintained in the main office where students may turn in lost articles or claim articles turned in. Articles will be held for a period of thirty (30) days. At the end of this time they will be turned over to the Arlington County Police Department for distribution through community channels.

Students should report all lost and found articles of value to the Assistant Principals' office and file a lost and found report.

CLINIC

The clinic is located in room 206 and is provided for the use and welfare of the students of the school. A registered nurse, a nurse's aide, and student volunteer help will give emergency first aid and care for injury or sudden illness. They are not authorized to give aspirin to any student or school personnel.

Should a student become ill during the school day, he should report this illness to his teacher, who will give him a referral slip to the clinic where the extent of his illness may be determined. Referral slips for illness occurring during lunch periods will be obtained through the Assistant Principals' office. If it is necessary for the student to be excused from school, the nurse will contact the parents and make arrangements for his transportation home.

GUIDANCE SERVICES

Counselors are available for conferences with all students, as well as with parents and teachers. If you have problems in keeping up with your scholastic work, in choosing the courses you need, in learning about job opportunities, or in selecting a college, you should see your counselor at once. Appointments may be made through the guidance secretaries in Rooms 126 and 111.

ASSEMBLIES

Assemblies, an important, informative part of student activities, are usually held on Tuesdays. Some all-school assemblies are planned for each year. The other assemblies are held on a grade level basis. Assemblies are arranged by the assistant principal of the administrative unit concerned and the assembly committee. Seating charts are issued to homeroom teachers for grade level assemblies and to 1st period teachers for all-school assemblies.

SCHOLARSHIPS

Students who are interested in scholarships should begin to investigate the possibilities early in the school year. It is often necessary for scholarship applicants to take the College Board Exams in December or January. Seniors should inquire about scholarships at the colleges they are interested in attending, and they should consult the catalogs of those colleges for information pertaining to scholarships. There are also reference books on scholarships available in the school library.

It is wise to investigate national scholarship opportunities, such as those offered in the General Motors National Scholarship program and the Naval ROTC program. The guidance counselors will have information on these programs and many others and will keep those students who indicate an interest posted on these possibilities. Current literature (newspapers and magazines) often contains articles pertaining to scholarships, particularly those awarded on a national scale.

Finally, students seeking financial assistance should investigate loan possibilities. Many colleges have loan funds which are virtually untapped.

SCHOLARSHIP FUND

The Scholarship Fund, sponsored by the Student Assembly, provides grants to help deserving senior students defray part of the expense of their first year in a post high school education program of their choice. The recipients of this scholarship are chosen from written applications and interviews. A screening committee, composed of the Principal, the Assistant Principals, the S.C.A. sponsor, and two counselors, makes the final choice. Money for this Scholarship is raised by the annual talent show, "Here Come the Warriors" and is supplemented by voluntary contributions from Wakefield student clubs and individuals.

SENIOR PRIVILEGE AND MERIT CARDS

Any senior who has paid his class dues will be issued a Senior Privilege Card. This card grants certain privileges to the holder, which are announced each year.

Merit Cards are issued to any senior who has maintained a 3.0 average with no failing grades. The student must be in good standing with the faculty and the administration. Screening for eligibility is done by the Senior Class Sponsor. Additional privileges will be announced to the holder of this card.

Privilege and Merit Cards may be revoked if the holder abuses any of the privileges, or if the holder is guilty of misconduct.

SENIOR RING

Juniors may order their Senior Rings in February. These rings will be delivered at the end of May.

For those not desiring to order rings in February, there will be another opportunity in the spring and at the end of summer school to place orders.

The rings have been manufactured by Herff-Jones in two styles — open and closed back. The open back rings cost approximately \$13.25 for girls and \$15.75 for boys. The closed back rings cost about two dollars more. A selection in the type of stone is available — cut or smooth — and the color of all stones is green.

STUDENT EXPENSES

The following expenses apply to most students:

Class Dues: The amount will be approximately \$2.00 for sophomores and juniors. Senior dues will be about \$6.00, which will include rental of cap and gown.

School Insurance: This insurance costs approximately \$2.25 and provides accident coverage for the regular school day and a reasonable time before and after school. Hospital and medical expenses are included.

Yearbook: The Starstone fee is \$6.50 for seniors and \$5.50 for underclassmen.

Physical Education Fee: This fee is approximately \$6.00 per year for towel service. Gym suits, socks, shoes, and sweat shirts must also be bought by those students who need them.

Club Dues: These dues will vary with the clubs; this expense involves only those students who join the various clubs.

Senior picture, if a student wishes to order one, costs \$1.50.

JOB PLACEMENT SERVICE

The Wakefield Guidance Department has helped and will continue to help many students find part- and full-time work. If a student wants to check an opening, he can contact the guidance office, which is in touch with many employers in all fields.

Often the job finds the student. Employers in need some-

times give specifications to the guidance department, which in turn contacts the teachers and tries to locate a student meeting the qualifications.

One day during the year is designated as Placement Day. Representatives from many companies come to the school and make themselves available to job-seekers. This is usually toward the end of the year, after the upperclass has had a chance to make plans.

The co-operative training programs at Wakefield are school sponsored and promoted by local business organizations to train juniors and seniors for specific occupations and professions. Each program meets the need of the student who plans to continue the study of his chosen field in college, or become engaged in an occupation immediately after graduation. Students, 16 years old and older, work a minimum of 15 hours each week and earn a salary offered any other beginning employee.

The three co-operative training programs offered at Wakefield are Distributive Education (D.E.), Vocational Office Training (V.O.T.), and Industrial Cooperative Training (I.C.T.). D.E. covers the areas of retail, wholesale, and service fields. V.O.T. is composed of twelfth grade students having good skills in typewriting, shorthand, or bookkeeping. I.C.T. offers a variety of occupational training, and is open to eleventh and twelfth grade students who desire to work as any of the following: nurse's aide, beautician, dental assistant, auto mechanic, draftsman, printer, optician mechanic, and sheet-metal worker.

The student in the co-operative training program attends school for a minimum of three hours, taking the required courses for his grade level and one elective. He receives credit for the courses he takes during school and two credits for on-the-job training.

VISITORS

Wakefield is open to visitors most of the time. Exceptions are the days when mid-year and final examinations are being conducted, snow make-up days, and such other days as the administration deems necessary. Parents are welcome to visit the school, meet the teachers, and observe methods of instruction. Visitors are encouraged to call the office and make arrangements so that Wakefield Guides may be provided and visitors passes prepared. All visitors must have passes. All visitors must report immediately upon arrival to Room 123.

PUBLICATIONS

There are five publications at Wakefield: The **Starstone**, our yearbook; the **Signal**, the school paper; the **Pendulum**, Wakefield's literary magazine; the **Student Handbook**; and the **Student Directory**.

The **Starstone** was named after the tiny star-shaped stones found at Wakefield, birthplace of George Washington. The yearbook is published annually and is designed as a record of school life at Wakefield. It is ordered in the fall or winter months and is delivered before school is out. Students interested in being members of the **Starstone** staff should see the yearbook advisors. The cost for the **Starstone** this year will be \$5.50 for 10th and 11th grade students, and \$6.50 for seniors, approximately.

The **Signal**, official newspaper of Wakefield High School, is published every two weeks during the school year. Written and edited by students, it carries stories regarding all school activities, editorials, cartoons and pictures and a Letter to the Editor column. It is delivered in homerooms to those students who have paid class dues.

The **Pendulum** is designed to give students an opportunity to publish their poems, short stories, and general literary or artistic works. All students are invited to contribute material to the **Pendulum** directly or through their English classes. The **Pendulum** is published once during the school year and copies may be purchased when they are published.

The **Student Handbook**, published by the SCA and edited by the Secretary of Intra-School Publicity, provides students with useful information about many of the school's functions.

The **Student Directory**, also published by the SCA, lists the names, addresses, and telephone numbers of Wakefield's students. It is available to all students at a small cost.

FINANCIAL SYSTEM

Revenue from all school affairs (athletics, drama, music, publications, etc.) is deposited in a general fund, from which certain school activities are budgeted. These budgets are approved by the Budget Committee consisting of the Principal, Assistant Principal (Director of Finance), School Treasurer, Athletic Director, three faculty members, and the treasurer of each class.

TRADITIONS

Wakefield Warriors, flying their colors of green and white, have established many school customs in Wakefield's twelve-year existence. The following traditions are all a part of Wakefield's school year and provide much enjoyment for everyone.

The Wakefield-W-L Pep Rally is held in the football stadium the night before the big Wakefield-W-L football game. The clubs parade their gaily decorated floats and give skits in competition, and the cheerleaders lead yells to increase school spirit. All floats are judged; about six floats in all are awarded places. It is a great night for all.

Green and White Day is the day of the Wakefield-W-L football game. Everyone wears green and white to display school spirit.

The Hammond-Wakefield Football Jug (No. 1) was retired by Wakefield in 1963 after the Warriors defeated the Admirals for the third successive year. This jug is displayed in the trophy case in the boys' gym lobby. Jug No. 2 is also on display in the same trophy case.

The Homecoming Dance is held the night after our last home football game. The Homecoming Queen is crowned and reigns at the dance with her court, consisting of two underclass attendants. The queen and her attendants are presented to the student body by the Student Assembly at the homecoming game. Candidates for queen and attendants are first selected by the football team. The student body makes the final selection.

Christmas traditions are numerous. The week before Christmas is quite hectic for homerooms and clubs. The school sponsors a door, transom, and Christmas basket decoration contest. There is a Christmas basket contest for both clubs and homerooms with separate judging on quantity and quality of food and appearance of basket. Wakefield's halls are colorful and cheerful as homerooms display their decorations. The food in the beautifully decorated Christmas baskets is given to needy families (through the Salvation Army) for Christmas.

The Senior-Alumni Dance is held during the Christmas Holidays and is attended by seniors and past graduates and their dates. It is sponsored by the Student Assembly and was started in 1956.

The Snow Queen Ball is held every January and is sponsored by Psi Service Club. Wakefield's Snow Queen reigns at the Ball. Since the queen is judged on talent as well as appearance, a talent contest is held among the candidates. The girls can be nominated by anyone and must fill out an application form expressing their desire for candidacy. Judging of the contest is by members of Psi and faculty. Five girls are selected as finalists; the Snow Queen is chosen at the Ball after each girl has displayed her talent.

The Hoot'nanny was sponsored for the fifth time last year by the Student Assembly. It is an informal entertainment featuring group singing and refreshments after Bermuda Day.

Bermuda Day is held in May and is sponsored by the Student Assembly. Everyone buys bermuda licenses for \$.50. This license allows a student to wear bermudas to school on that day.

The WSC Sing, sponsored by the Inter Club Council, is held one evening in April and may be attended by anyone, free of charge. The Service Clubs prepare two songs for this event and compete for top singing positions. First, second and third places are awarded in both boys' and girls' Service Club divisions.

Open Season, sponsored by Optimi Service Club, is the week of the year that girls anxiously await. During this week in the spring, girls buy tags from members of Optimi for \$1.00 and tag their favorite guys. The girl must carry all books, open all doors and perform other such services for the guy she has tagged. A dance is held on the Saturday night of that week, which marks the end of Open Season.

The Yearbook Signing Party is sponsored by the upper class. This party provides the opportunity for upperclassmen to sign each other's yearbooks.

The Junior Prom is held in mid May and is sponsored by the Junior Class.

The Senior Prom is held in late May or early June. This is the last dance of the year and is attended by practically all the members of that class.

Wakefield Day, started eleven years ago, is sponsored by the school and the SCA. Numerous booths are erected by clubs and organizations where interesting prize-winning games can

be played. Excellent food is always available. At the end of an exciting day, "Miss Wakefield" is crowned at a Beauty Contest held in the auditorium. This is an entire day of fun open to all students and their families. A moonlight battle of the bands on the tennis courts was added to the tradition last year.

HONOR SOCIETIES

Wakefield is fortunate in having many honor societies among its activities. The approximate size and requirements for membership for each society are listed below.

The National Honor Society has about 105 students in its membership. Requirements for membership are a 4.0 average for sophomores, a 3.5 average for juniors, and a 3.2 average for seniors. Students must also have faculty recommendations for character, leadership and service.

Mu Alpha Theta, the Mathematics Honor Society, has about 90 members. All members must have completed Algebra I and Geometry and received "A" finals in both, and must maintain an overall "B" average. The society has lectures, field trips and projects, and sponsors an annual math contest.

The French Honor Society has about 50 members. Students are admitted into the society after three semesters of French with a "B" average in French and must have a faculty recommendation.

The German Honor Society, consisting of about 20 students, requires all members to have an "A" average in German I or a "B" average in German II, III, or IV.

The Latin Honor Society has about 35 members. High School students in Latin I are invited to join if they make "A" the first two marking periods; Latin II students are invited if they have a "B" average or better after three semesters of Latin. All Latin III and IV students are eligible for membership if they have maintained a "B" average in Latin and no grade below a "C" in other subjects.

The Spanish Honor Society, consisting of 15 to 20 members, requires each of them to have a "B" average in Spanish and an overall "B" average. The group explores the culture of Spain and Latin America through Spanish restaurants, guest speakers, and other social activities.

The Art Honor Society has about 30 members, all of whom have completed at least one semester of art with a "B" average. Applicants must submit samples of their work to the society.

The Quill and Scroll is a journalism honor society with about 20 members. All of them are juniors or seniors, in the upper third of their classes, who have done outstanding work on a publication for at least one semester.

The Thespians is a national drama honor society of about 45 members at Wakefield. Students earn admission by working on dramatic productions.

CLUB PROGRAM

The club program at Wakefield offers many opportunities for students to develop and expand their interests, social contacts, service in the school and community, and active participation in school life.

The clubs meet after school on specially designated days in order to avoid conflicts with other after-school activities. A new club may be formed by a reasonable number of interested students and a faculty sponsor, who will in turn apply for a charter. All clubs will be represented on the Inter-Club Council, an organization headed by the Secretary of Clubs. The purpose of the Council is to coordinate and publicize the activities of the clubs. Its primary activity is Club Week, which is held in early fall and serves to demonstrate the activities of each club and to stimulate interest in them.

The approximate size and purpose of each club are listed below.

The Art Club has about 15 members who spend several times a month in Wakefield's art department working on individual or group projects. A few field trips are taken and dues are minimal.

The Bridge Society is open to any student who can play bridge and wishes to improve his game or simply to play with other students. Matches within the club and contests with bridge clubs from other schools are held.

The Chemical Society usually has about 25 members. Activities include experimenting in the laboratory, hearing outstanding speakers, and watching films.

The Chess Club competes in the Northern Virginia and the Metropolitan Chess Leagues.

The **D.E. Club** is composed of juniors and seniors enrolled in the Distributive Education co-operative training program at Wakefield. It has approximately 40 members who carry out such projects as holding a fashion show, having an employer-employee dinner, and attending the district convention.

The **D.O. Club**, or Diversified Occupations Club, is for I.C.T. students. It has about 30 members.

Alpha and Omega is open to all students interested in investigating the Bible and comparing it with other religions and philosophies of life. Activities include discussion, films, and special speakers.

The **Girl's Tennis Club** is a new club of 12-15 girls which formed to provide practice and participate in matches. Members must maintain a 2.0 average with no failures and be skilled in tennis.

Future Homemakers of America is a national organization for students who are interested in home economics. Students do not have to be enrolled in home economics classes to be a club member. The goal of FHA is to help individuals improve personal, family, school and community living. Typical activities include field trips, demonstrations, speakers, films, and service projects.

Future Teachers of America is a professional club for students who are interested in entering the teaching field. In order to better acquaint the average student with the problems involved in classroom teaching, we have a voluntary assistant program at Claremont Elementary School. We also invite such educators as the President of the AEA, guidance counselors and current student teachers to guide and encourage us in our chosen field.

The **Wakefield Guides Association** is composed of about 35 specially selected students who guide all visitors around the school and usher at important school functions. They also orient new students and act as hosts and hostesses at Back-to-School Night, Baccalaureate and Commencement. Guides must have at least a 3.0 average and must be in good standing with the faculty.

The **Gymnastics Club** has about 35 members who hold regular practices in tumbling, vaulting, and trampoline.

The **Key Club**, although not classified as a service club, performs many services. The membership consists of about 35 boys that have high standards of citizenship. The club is a national organization which carries out school and community projects.

The **Keyettes**, a national honor service organization, has 40 members. Requirements are a 2.6 average and high standards of achievement. A few of the functions they hold during the year are the Book Fair, the Great Pumpkin Dance, and a Spring fashion show.

The **Modern Dance Group** is open to any girl or boy interested in modern and interpretive dancing, and meets once weekly. Tryouts are usually held in October after clinics and orientation. The year's program includes participation in the spring concert in early May as well as various performances throughout the year. Choreography and costuming are by the members of the group.

The **Wakefield Monogram Club** members have all received a school letter and must be in good standing with the Wakefield faculty. The goal of the Monogram Club is to promote school spirit.

The **Red Cross Club** is open to all students interested in community service projects such as entertainment units for hospitals and handicapped children. Of particular interest is a series of projects planned for Junior Village. A leadership program is conducted during the summer months by the Arlington County Chapter of the Red Cross.

The **Wakefield Rocket Society** has about 25 members. It consists of three divisions: electronics, which operates a ham radio station; astronomy, which has its own telescope; and rocketry.

The **Spanish Club** is composed of students interested in the Spanish language and culture. Members visit Spanish ballets, restaurants and embassies and invite various people to speak on Latin American countries.

The **French Club** is for qualified students of French II and above who would like to explore various aspects of French culture in French. The club had almost 50 members last year. Any interested student is encouraged to join.

The **Swimming and Diving Club** has about 25 members who practice weekly at the Northern Virginia Aquatic Club. The team has meets with other high schools in the area.

The **Dramatic Arts Club** offers membership to all students who are interested in drama and do not have the necessary number of points to be a Thespian. There are about 30 members in the group.

The **History Society** is a small group of students interested in pursuing discussion and more specific knowledge in the fields not adequately covered during class time. Last year, the club invited well informed speakers to speak on social and economic problems, as there was a particular interest in government and politics. The members were also interested in discovering more about the wide range of professions open in the historical fields.

The **Psychology Club** provides an opportunity for interested students to extend the classroom activities to interesting areas. Students decide each year what projects they would like to pursue.

The **Film Club** is made up of students interested in film making and viewing. Meetings will include showings of student work as well as classic films from movie producers of the world.

The **Biology Club** pursues subjects in the field of biology with particular emphasis on the interests of members. Through field trips, dissections and demonstrations, the club hopes to learn more about the phases of biology not touched upon in the classroom.

The **Radio Club** operates Wakefield's short wave amateur transmitting/receiving radio station, K4HOM. The club includes students who are government-licensed radio operators, and others who are interested in radio.

SERVICE CLUBS

There are about five boys' service clubs and eight girls' service clubs at Wakefield. The purposes of these clubs are to perform beneficial service projects in the school and community and to have meaningful programs at meetings.

In the fall, a representative from each service club is chosen to represent his club in the Inter Club Council. The

Council coordinates activities of the clubs and sponsors various activities in which the clubs can compete. These include the Service Club Sing and the Christmas Basket Contest. The Council also sponsors an officer-training weekend.

Students wishing to start a new service club should contact the principal in charge of student activities, draw up a constitution, and apply through the Inter Club Council and the SCA for a charter. Maximum membership is thirty (30).

DRAMA

Wakefield provides an extensive drama program, including two school plays, one normally in the late fall and the other in the early spring, as well as the popular variety show, "Here Come the Warriors." All students interested in participating in the dramatic efforts or exhibiting their talents in the variety show should respond immediately to calls for try-outs.

DEBATE

Wakefield has become well-known in Northern Virginia for its excellence in debate. Approximately 40-50 students try out each year for the debate squad. From 16 to 20 are retained throughout the year for the interscholastic competition, both varsity and junior varsity, as well as competition in tournaments conducted by universities in the state and the District.

MUSIC

The performing organizations in the music department include the symphony orchestra, concert and reserve bands, marching band, Wakefield singers, choir, mixed chorus, and girls' chorus. At various times during the school year these groups perform for student assemblies, at the various feeding junior high schools in Arlington, and at community functions in the Washington area. The marching band is a voluntary organization which participates at Washington area parades and at the Apple Blossom Festival in Winchester. The concert band performs at all fall varsity football games as a uniformed marching band. The orchestra on occasion serves as a pit orchestra for such events as the school plays, and faculty shows. The string quartet plays for the annual Honor Society Banquet. Each year the music department presents a series of evening programs, including the fall "Pops" concert, Christmas concert, Spring concerts by the bands, orchestra, and choruses. In addition, selected groups also perform at the annual baccalaureate and commencement exercises.

ATHLETICS—BOYS

Wakefield has organized interscholastic activities in the following sports: football, cross country, soccer, basketball, wrestling, winter track, gymnastics, baseball, spring track and tennis.

ATHLETICS—GIRLS

All athletic activities for girls are organized on an intramural basis, scheduled after school. This program is incorporated as the Girls' Athletic Association. A representative from each health and physical education class will serve on the G.A.A. board of officers.

Awards will be given to girls on a point system basis. Inter-school playdays will be planned so that Wakefield girls may compete with other schools.

Special activities are also planned:

- Open House
- Fall Officers' Picnic
- Fall Sports Day
- Awards Tea
- Parent-Daughter Night
- Basketball Sports Day
- Spring Camp-Out (for all girls)

WAKEFIELD ATHLETIC ASSOCIATION

The regular student admission price to individual varsity football and basketball games is \$.75; wrestling and baseball, \$.50. Membership in the Wakefield Athletic Association entitles students to admission to all home games. Membership books may be purchased from the Athletic Office for the price of \$9.00. Purchase of these books results in a substantial saving to the purchaser, as well as guaranteeing support to all athletic activities that are part of the school. Keep in mind, however, that admission books used by persons other than those to whom they were issued will be revoked. Lost books are not replaced. Football tickets at gate, \$1.25.

CHEERLEADERS

The girls of Wakefield's two cheerleading squads, Varsity and Junior Varsity, are screened by a committee composed of homeroom representatives and faculty members. This year's Varsity cheerleaders, junior and senior girls, were selected last spring. The J. V. cheerleaders, all sophomore and junior girls,

will be chosen early this fall. Students will be given ample notice concerning practices which will be held prior to tryouts.

The ten girls on the Varsity squad and eight on the J. V. squad all must have a "C" average with no failures. Practices are held once a week.

MAJORETTES

The Wakefield Majorette Squad has been enlarged this year to include both Twirlers and Flag Girls. Members apply in the spring and spend the summer in passing twirling and marching requirements. In the fall the girls practice routines to be used at all football games and prepare for parade participation. During the winter the unit marches at home basketball games and prepares small units of the group to compete in twirling competition. In the spring, the girls appear with the marching band at all their functions.

The cost of the majorette uniforms must be borne by each girl. New members may apply during the year, and possibly be used as alternates if no vacancies exist. The full corps consists of 15 twirlers, a captain, and 10 flag girls and a captain. There are also five alternates.

GLOVE GIRLS

A new group has been added to the Wakefield Marching units. The Glove Girls combine twirling and marching techniques with dance routines to develop a unique style. They appear at all functions with the marching band, at home basketball games, and at special appearances. Members are secured in the same manner as for the Majorettes. The cost of uniform is borne by each member. This unit consists of five members, a captain, and an alternate.

DRILL TEAM

The members of the Wakefield Drill Team are chosen by their squad leaders and the sponsor after an intensive summer of training. Drill techniques must be mastered. The full corps consists of 64 members including the captains and 12 alternates.

The purpose of the drill team is to encourage school spirit, through marching in various parades, marching at football and basketball games, and by wearing their uniforms the day of a game. The unit appears at all functions of the marching band. Members are secured basically the same as the Majorettes.

Each member is responsible for her own uniform and equipment.

POLITICAL PARTIES

Political parties are a long-standing institution at Wakefield. They were founded for the purpose of promoting student interest in student government affairs and for providing a democratic, efficient method of nominating candidates for S.C.A. offices. The parties are both dedicated to the fostering of new ideas for Wakefield's S.C.A., though they often differ in the methods of action they suggest.

Membership in political parties is open to all Wakefield students, and everyone is urged to take part. Each year, just before the elections in the fall and the full spring election, activity is at its height. Nominating conventions are held by each party, platforms are drawn up, and campaigning goes into full swing. Each student is urged to learn how the political parties operate, join the one of his choice, and take an active part.

FREEDOM'S FOUNDATION

The S.C.A. of Wakefield has traditionally submitted a written report on the activities of the school student government to the Freedom's Foundation. This foundation is a patriotic educational organization which sponsors a program to promote an interest and understanding in the American way of life; it gives awards to various schools, authors, composers, ministers, and legislators each year. Approximately 32 thousand entries are received from schools each year, and about two hundred of these receive an award; Wakefield has won an award five times.

FRATERNITIES AND SORORITIES

Membership in organizations which are not school-approved (secret societies, fraternities, and sororities) is prohibited by action of the Arlington County School Board. Students who affiliate with such organizations will be subject to disciplinary action. This action will include: exclusion from participation in athletics, the holding of school offices, and the receiving of honors for the remainder of the year; and suspension from school until the student has given evidence that he is no longer associated with the prohibited activity.

If there is doubt as to membership in such an organization, the parents and student involved will be required to sign an affidavit of non-association in a prohibited secret activity.

COLUMBIAN TROPHY

Wakefield and Washington-Lee entered their first year of competition for the Columbian Athletic Supremacy Trophy in the winter of 1955. It is a trophy now awarded to the Arlington high school which has accumulated the highest number of points on the following basis:

Cross Country	10
Football	20
Basketball	20
Outdoor Track	20
Wrestling	20
Tennis	10
Baseball	20
Gymnastics	10
Soccer	10

Wakefield has won this trophy for the past three years.

AWARDS

During two annual awards' assemblies, students who have excelled in scholarship, citizenship, and other school activities are presented with the following awards:

1. Daughters of the American Revolution: a Good Citizenship award of a medal and certificate to a senior girl.
2. Sons of the American Revolution: a Good Citizenship medal to a senior boy.
3. Bausch and Lomb award to an outstanding senior in the field of science.
4. Business Education Award to an outstanding student in the Business Education Department.
5. Home Economics Award to the outstanding senior girl in Home Economics.
6. Science awards presented by the Arlington County, Virginia, Junior Academy of Science.
7. Golden "W" Award to students for outstanding contribution to the life of the school in an area in which they have not otherwise been recognized.
8. Activity letters for those attaining 100 points.
9. Intramural sports awards to boys and girls who have accumulated a certain number of points through participation in intramurals.

File Name	Left and Right page Content
handbook - 0001.TIF	Front Cover - Rear Cover w/ Bell Schedule
handbook - 0002.TIF	Inside Cover and Title page
handbook - 0003.TIF	School Photo and Welcome Letter
handbook - 0004.TIF	Greeting from the SCG President - Student Assembly Officers
handbook - 0005.TIF	School History thru Report Cards
handbook - 0006.TIF	Report Cards (cont) - Tardiness
handbook - 0007.TIF	Automobiles - Administrative Discipline Policy
handbook - 0008.TIF	Administrative Discipline Policy (cont) - Poster Code
handbook - 0009.TIF	Poster Code (cont) - Library
handbook - 0010.TIF	Library (cont) - Assemblies
handbook - 0011.TIF	Scholarships - Job Placement Service
handbook - 0012.TIF	Job Placement Service (cont) - Financial System
handbook - 0013.TIF	Traditions
handbook - 0014.TIF	Honor Societies - Club Program
handbook - 0015.TIF	Club Program (cont)
handbook - 0016.TIF	Club Program (cont) - Music
handbook - 0017.TIF	Athletics, Boys - Drill Team
handbook - 0018.TIF	Political Parties - Awards
handbook - 0019.TIF	Point System - Ground Floor Map
handbook - 0020.TIF	First Floor Map - Second Floor Map